

**Audubon County Memorial Hospital Board of Trustees**

**Meeting Minutes**

January 27, 2022 at 12 Noon

Board Room

**ATTENDNACE**

**Board Members Present:** Brett Irlmeier, Michelle Sprague, Marlene Ballou (via zoom), Vicky Robinson (via zoom), Rev. Phillip Beisswenger, Anne Miller

**Board Members Absent:** Mark Kessler

**Staff Present:** Suzanne Cooner, Melinda Alt, Paul Topliff, Dr. Michelle Rebelsky (via zoom), Haillie Bruch (via zoom)

**I. CALL TO ORDER**

Brett Irlmeier, Board Chair, called the meeting to order at 12:01 p.m.

**II. AGENDA APPROVAL**

Michelle Sprague made a motion, seconded by Vicky Robinson to approve the agenda in accordance with the Code of Iowa Open Meetings Law. Motion carried.

**III. PUBLIC COMMENTS**

No public comments.

**IV. CONSENT AGENDA**

Michelle Sprague made a motion seconded by Brett Irlmeier to approve the December 16, 2021 meeting minutes. Motion carried.

**V. Election of Officers**

Election of Officer: Board members nominated the following board members to officer positions for two year terms:

- Michelle Sprague – Board Chair
- Brett Irlmeier – Board Vice Chair
- Marlene Ballou – Secretary/ Treasurer

Vicky Robinson made a motion seconded by Michelle Sprague to formally approve the slate of officers to a two year term. Motion Carried.

**VI. FINANCIAL REPORT**

Melinda Alt, CFO, reviewed the financial reports and budget scorecard. The financial report for the month of December 2021 Operating Statement "excess of revenue over expenses" for the month was a positive \$122,396.44. YTD is a positive \$250,401.10 compared to budget of \$36,023.56.

CD #23385 at Landmands Bank came for \$1,103,399.62 came up for renewal on 12/30/2021. Bids were: Landmands Bank 0.15%; Exchange State Bank 0.05%; Audubon State Bank passed on bidding. The CD was reinvested at the highest rate of 0.15% at Landmands Bank for another 12 months.

CD #23403 for \$438,946.33 matured at Landmands Bank on 01/24/2022. Bids were: Landmands Bank 0.15%; Exchange State Bank 0.05%; Audubon State Bank passed on bidding. The CD was reinvested at the highest rate of 0.15% at Landmands Bank for another 12 months.

CD #23402 for \$743,533.51 matured at Landmands Bank on 01/24/2022. Bids were: Landmands Bank 0.15%; Exchange State Bank 0.05%; Audubon State Bank passed on bidding. The CD was reinvested at the highest rate of 0.15% at Landmands Bank for another 12 months.

Vicky Robinson made a motion, seconded by Rev. Phillip Beisswenger to approve the financials. Motion carried.

Michelle Sprague asked about the decrease in days cash on hand. Melinda explained that she is keeping the monthly payment of the EPIC installation in Plant Fund savings until EPIC is capitalized, then she will transfer funds to the General Checking account and cash on hand will go back up.

## **VII. MEDICAL STAFF REPORT AND CREDENTIALING**

Dr. Rebelsky, CMO, gave the medical staff report and credentialing recommendations. The following appointments, reappointments, and resignations from the medical staff were reviewed:

Initial Appointment to Consulting Medical Staff:

1. Neza Bhaurcha, MD (Integrated TeleHealth Partners)
2. April Lauer, MD (Avel eHospitalist)
3. Sanya Raad, MD (Avel eHospitalist)

Reappointment to Consulting Medical Staff:

1. William Manzo, MD (Diagnostic Imaging Associates)

Board members reviewed the applications, the supporting documentation, the recommendations from the Medical Staff, and information received during the credentialing and privileging processes.

Based on this review, it is the Board's opinion that the above applicants meet the requirements for Medical Staff Initial Appointments, Reappointments, and Resignations.

Dr. Rebelsky reported that Avel eHospitalist program is going very well. Providers are satisfied with the services Avel has provided minus one physician. Dr. Vampola will be returning on February 8, 2022. Dr. Shahid and Jennifer Burds, ARNP, will be here until mid-March 2022, so we will have extra coverage for a short period of time.

Michelle Sprague made the motion seconded by Anne Miller to approve the above credentialing. Motion carried.

## **VIII. ANNUAL DOCUMENT REVIEW AND APPROVALS**

Suzanne Cooner, CEO provided the following annual document and training reviews:

- Annual review of the Board of Trustees Bylaws with no recommended changes.
- Annual Compliance and Education for Board of Trustees
- Annual Conflict of Interest – Disclosure of Interest form
- Compliance Reporting System Policy – Review
- Annual Human Resources Report for the Board of Trustees

## **X. APPROVALS**

The following were presented to the board for approval.

- Propio Language Services
- Integrated TeleHealth Partners Distant Site Credentialing Agreement
- Medical Staff Rules and Regulations – change
- PAC Policies:
  - Evacuation and Shelter in Place – New
  - Civil Disturbance – New
  - COVID-19 Vaccine Mandate Policy – New
  - Bomb Threat – Updated
  - Abuse and Neglect of a Child – Updated
  - Telemedicine Services – Updated

Rev. Phillip Beisswenger made a motion seconded by Anne Miller to approve the Propio Language Services and Integrated TeleHealth Partners Distant Site Credentialing Agreement and PAC policies. Motion Carried.

The Medical Staff Rules and Regulations change recommendation regarding Proximity and Availability Section 2.2 requiring employed physicians to reside within 30 miles of the hospital was not approved by the Board of Trustees. The Board requested further discussion at the February meeting.

## **IX. CEO Report**

Suzanne Cooner, CEO provided the following report:

- New Employees – Amber Fabian (RN- House Supervisor); Traci Weitzel (CNA – Med/Surg)
- Employee Resignations – Clara Schmidt (LPN); McKenzie Huegerich (RN); Tyler Thygesen (Maintenance Tech)
- The Iowa Legislature has introduced a couple of bills related to COVID. At this point of time, we do not think any of the bills will make it out of subcommittee, but we are watching one bill related to Certificate of Need closely.
- Healthcare organizations are required to establish policies for mandatory COVID vaccinations for all staff, volunteers, contractors, and vendors who are in our building and are around our patients or staff for more than a brief time. This becomes effective Feb 14 for first vaccine dose and the second dose by March 15. ACMH is 100% compliant.
- COVID Information: The County positivity rate is currently 24.8%, but likely higher due to use of home test kits not reported to Public Health, as well as asymptomatic individuals who may have the virus but do not get tested. Vaccination status: 65+ - 99%, 18+ - 66%, 5-17 - 14.7%. County totals since the pandemic began are 1,010 reported COVID cases with 183.8 cases per 1000 and 18 reported deaths. We are encouraging everyone to order home test kits through [COVID testkits.gov](https://www.covidtestkits.gov). Due to Critical Low PCR test kit, antigen we will only test symptomatic patients with appointments in the clinic, ER patients, surgical patients.
- Our final COVID-19 Mass Vaccination Clinic will be held Feb 2, 2022. After that, patients can receive the vaccination through the local Medicap pharmacy or other pharmacies, through public health, or by contacting their provider.
- Construction of the Community Health Center (old storage room) project. The flooring is delayed due to issues with shipping. The dry wall workers arrived this morning and will begin this step. The project is still proceeding on schedule, but the flooring may delay final completion of the project.
- The winter edition of our magazine went out to all households in Audubon County. The magazine is titled "Engage". Featured articles are the ED project, ACH Foundation, COVID information, and Specialty Providers.
- The donor wall is moving forward, and we will hopefully have it completed within the next few months along with an ACMH history wall.
- Suzanne explained we have been asked to be a sponsor of the SHIIP Program for Audubon County. There is a possibility of having a SHIIP Counselor in Audubon County again, which would be beneficial to many individuals.
- Five of the Board of Trustees members are up for re-election this year: Marlene Ballou, Rev. Phillip Beisswenger, Vicky Robinson, Mark Kessler, and Anne Miller. Suzanne asked these board members to let her know as soon as possible if they plan to run for re-election. If the board member need assistance with this process, they were asked to contact Suzanne Cooner or Haillie Bruch.
- Board of Trustees members will be receiving an email from the IHA (Iowa Hospital Association) to complete the Annual Board Self-evaluation. This is a requirement of all board members to complete annually. Suzanne will discuss the results of the evaluation at the February board meeting.
- The Strategic Plan for 2021-2026 was presented. The plan identifies the responsible senior leader for each initiative.

## **X. Board Discussion**

No further discussion at this time.

## **ADJOURNMENT:**

The meeting adjourned at 2:10 p.m. with a motion by Philip Beisswenger and seconded by Ann Miller. Motion carried.